

ORISSA

1977-78

Administration : The Orissa State Archives functions as a Subordinate office under the administrative control of the Department of Tourism and Cultural Affairs, Government of Orissa, Bhubaneswar. Shri M. P. Dash continued to be the Superintendent of Archives during the year under report. Proposals for recruitment of additional staff and execution of development schemes were submitted to Government.

Budget : During 1977-78 a sum of Rs. 1,38,693.62 was spent on the non-plan side against the provision of Rs. 1,51,000 and a sum of Rs. 86,210.05 on the plan side was spent against the budget provision of Rs. 86,000. For 1978-79 provision of Rs. 1,55,000 has been made on non-plan side and Rs. 1,64,000 on the plan side.

Building : As reported earlier, the State Archives has its own building.

Record Management : The Superintendent of Archives has been declared as the inspecting officer of all non-current records of all the public offices at all levels including the records of Municipalities and Zilla Parishads. Retention Schedule as provided in the Orissa Record Manual, 1964 is being followed while reviewing the records.

Research and Reference : 70 research scholars availed themselves of the research facilities and requisitioned 844 volumes, 8 bundles and 367 loose documents.

Reference Media : Preparation of descriptive lists of Balasore Revenue Records 1831—1860 and subject list of Board of Revenue Records made steady progress. 180 Persian documents were deciphered.

Publication programme : During the period, further progress was made in the work regarding printing of Guide to Orissa Records, Volume VI (list of Balasore Revenue records 1803—1830).

Preservation of Records : During the period, 58,993 sheets were flattened, 11,114 and 563 sheets were repaired with tissue paper and acetate foil respectively, 17,223 sheets were guarded, and 134 volumes and 149 books were bound.

Photo-duplication : Photo-duplication of records with the help of 35 m.m camera and photostat copies and Xerox copies of records were done as and when required.

Library : 1,042 rare and valuable books were acquired during the period under report and a sum of Rs. 17,000 has been proposed for purchase of rare books, steel almirah and catalogue cabinets. Steps are also being taken to acquire rare and valuable books from government agencies.

Other Activities : To promote archival consciousness among the people, publications dealing with Archives were displayed at the "Book Exhibition" organised by the Utkal University on the occasion of the 38th Session of the Indian History Congress.

Yet in another exhibition organised in the exhibition hall of the State Archives some interesting historical documents were displayed.

The Orissa State Archives has also been selected as one of the centres for imparting practical training to the trainees under the Correspondence Course in Archives-keeping, started by the National Archives of India.

PONDICHERRY

1976-77

Administration : Archives remained under the administrative control of Education Department.

Budget : For 1976-77 a provision for sum of Rs. 2 lakhs was made on the plan side. There was, however, no provision on the non-plan side.

Building : Archives is occupying a portion of Romain Rolland Library Building.

Record Management :	Archives is in the
Research and Reference :	initial stage of
Reference Media :	reorganisation, hence
Publication Programme :	work in this regard
Preservation of Records :	is not yet completed.

Photo-Duplication : State Archives does not possess Microfilming Unit of its own.

Library : No acquisitions were made during the period under review.

PONDICHERRY

1977-78

Administration : The archives remained under the administrative control of the Education Department.

Budget : During 1977-78 the department exhausted its total allocation of Rs. 14,800 on the non-plan side while no provision was made on plan side. For 1978-79 provision of Rs. 18,000 has been made on the non-plan side and Rs. 3,000 on plan side.

Building : The archives is accommodated in a portion of the Romain Rolland Library.

Record Management :	
Research and Reference :	
Reference Media :	No work in this regard
Preservation of Records :	was done during 1977-78
Photo-Duplication :	
Library :	

PUNJAB

1976-77

Administration : The Punjab State Archives remained under the administrative control of the Secretary to Government Punjab, Education and Language Department.